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CONFERENCE OF THE PARTIES

Fifth session

Bonn, 25 October - 5 November 1999

Item 2 (c) and (f) of the provisional agenda

**PROVISIONAL AGENDAS FOR THE CONFERENCE OF THE PARTIES
AND ITS SUBSIDIARY BODIES**

Note by the Executive Secretary

Addendum

**ANNOTATIONS TO THE PROVISIONAL AGENDA FOR THE
CONFERENCE OF THE PARTIES AT ITS FIFTH SESSION,
INCLUDING SUGGESTIONS FOR THE ORGANIZATION OF WORK**

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Note:

Readers will note that in an effort to improve clarity and readability, the annotations to the provisional agenda have been written and formatted in a revised manner. The secretariat would welcome comments on the usefulness of this new approach.

Please note that relevant documents for each item are listed in the text box below its annotation.

I. ANNOTATIONS TO THE PROVISIONAL AGENDA

1. Opening of the session

1. The Conference of the Parties (COP) to the United Nations Framework Convention on Climate Change (UNFCCC) will hold its fifth session from 25 October to 5 November 1999. The session will be opened at 10 a.m. on Monday, 25 October 1999, at the Hotel Maritim in Bonn, Germany.

2. Pursuant to rule 26 of the draft rules of procedure being applied,¹ the session will be opened by the President of the Conference of the Parties at its fourth session (COP 4), Her Excellency Ms. María Julia Alsogaray, Secretary of Natural Resources and Sustainable Development, Argentina.

(a) **Statement by the President of the Conference at its fourth session**

(b) **Election of the President of the Conference at its fifth session**

3. Draft rule 22 specifies that the office of President of the Conference is subject to rotation among the five regional groups. Only the Eastern European Group has to date not provided a President. The President of COP 4 will therefore call for the election as President of the candidate of that Group, the head of the delegation of Poland, His Excellency Mr. Jan Szyszko, Minister of Environmental Protection, Natural Resources and Forestry.

(c) **Statement by the President**

(d) **Addresses of welcome**

(e) **Statement by the Executive Secretary**

2. Organizational matters

(a) **Status of ratification of the Convention and its Kyoto Protocol**

4. **Background:** The COP will have before it a status report on the ratification of the Convention, including declarations made under Article 4.2(g). This report will confirm which States are Parties to the Convention and therefore eligible to participate in decision-making. The number of Parties will total 179 during COP 5, including 178 States and one regional economic integration organization. The COP will also have before it in the same document a status report on the signature and ratification of the Kyoto Protocol, including any information provided by States regarding the expected timing of their ratification.

¹ See document FCCC/CP/1996/2.

5. **Action:** The COP may wish to take note of the information contained in the document.²

FCCC/CP/1999/INF.2	<i>Status of ratification of the United Nations Framework Convention on Climate Change and its Kyoto Protocol</i>
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(b) **Adoption of the rules of procedure**

6. **Background:** Article 7.2(k) of the Convention specifies that the COP "shall agree upon and adopt, by consensus, rules of procedure ... for itself and for any subsidiary bodies". After being unable to adopt its rules of procedure at previous sessions, the COP decided to apply the draft rules with the exception of draft rule 42 on voting.³ It also requested its successive Presidents to conduct consultations on the matter.

7. **Action:** At the beginning of the session, the President of COP 4 will present an oral report on her consultations on the rules. In the absence of consensus, the COP may wish to decide to continue applying the rules of procedures contained in document FCCC/CP/1996/2. The COP may also wish to invite the President of COP 5 to undertake consultations to try to achieve adoption of the rules before the close of the session.

FCCC/CP/1996/2	<i>Organizational matters: Adoption of the rules of procedure</i>
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(c) **Adoption of the agenda**

8. **Background:** Draft rule 9 specifies that, "in agreement with the President, the secretariat shall draft the provisional agenda of each session" of the COP. In this context, the Executive Secretary has prepared the provisional agenda for COP 5, taking into account the views expressed during the Subsidiary Body for Implementation (SBI) at its tenth session and by the Bureau of the COP.

9. **Action:** The COP may wish to consider and adopt the agenda for COP 5 at its first plenary meeting.

FCCC/CP/1999/1	<i>Provisional agendas for the Conference of the Parties and its subsidiary bodies</i>
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² No provision is made for statements under this sub-item. Relevant information may be communicated in statements made under other items or in writing to the secretariat.

³ See documents FCCC/CP/1995/7, paragraph 10; FCCC/CP/1996/15, paragraph 12; FCCC/CP/1997/7, paragraph 21 and FCCC/CP/1998/16, paragraph 11. The draft rules have been similarly applied, *mutatis mutandis*, to the subsidiary bodies.

(d) Election of officers other than the President

10. **Background:** Draft rule 22 provides that "at the commencement of the first meeting of each ordinary session, a President, seven Vice-Presidents, the Chairmen of the subsidiary bodies established by Articles 9 and 10 of the Convention, and a Rapporteur shall be elected from among the representatives of the Parties present at the session. They will serve as the Bureau of the session. Each of the five regional groups shall be represented by two Bureau members and one Bureau member shall represent the small island developing States. The offices of President and Rapporteur shall normally be subject to rotation among the five regional groups." This rule further states that "no officer may serve on the Bureau for more than two consecutive terms of one year." The President of COP 4 began consultations on these elections during the June 1999 sessions of the subsidiary bodies, with the aim of advising the future President of COP 5 on the election of other members of the Bureau.⁴

11. **Action:** It is hoped that a complete list of candidates for the Bureau of COP 5 will be before the COP at its first plenary meeting. The COP will then be asked to adopt the list by consensus.

(e) Admission of organizations as observers

12. **Background:** Article 7.6 of the Convention states, *inter alia*, that "any body or agency, whether national or international, governmental or non-governmental, which is qualified in matters covered by the Convention, and which has informed the secretariat of its wish to be represented at a session of the Conference of the Parties as an observer, may be so admitted unless at least one third of the Parties present object." Following the established procedure, the secretariat will invite those intergovernmental and non-governmental organizations accorded observer status at previous sessions of the Conference to attend COP 5. The procedure for admission to the Conference will apply only to new applicants for observer status.

13. **Action:** The COP will have before it a document containing the list of organizations recommended by the Bureau for admission as observers. The COP may wish to consider and approve this list at its first plenary meeting.

FCCC/CP/1999/4	<i>Organizational matters. Admission of organizations as observers. Admission of observers: intergovernmental and non-governmental organizations</i>
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⁴ In addition, draft rule 27 provides that "each subsidiary body shall elect its own Vice-Chairman and Rapporteur." To ensure that officers are available to assist the Chairmen, the subsidiary bodies should ensure that these elections are concluded as soon as possible during the session. No action is required by the COP.

(f) **Organization of work, including the sessions of the subsidiary bodies**

14. **Background:** Article 7.2 of the Convention provides that "the Conference of the Parties, as the supreme body of [the] Convention, shall keep under regular review the implementation of the Convention ... and shall make, within its mandate, the decisions necessary to promote the effective implementation of the Convention." The COP at its fifth session will be expected to focus on matters arising from decisions adopted at COP 4, particularly those incorporated in the Buenos Aires Plan of Action (decision 1/CP.4).⁵ In doing so, it will seek to prepare the ground for a successful outcome of the COP at its sixth session (COP 6), at which a number of elements of that Plan of Action are expected to come to fruition. To accomplish these tasks, the Conference will meet in conjunction with its two subsidiary bodies. A tentative schedule of meetings is contained in document FCCC/CP/1999/1. Some additional information regarding the organization of the session follows:

(a) At its first meeting, on the morning of Monday, 25 October, the Conference will adopt its agenda, organize the work of the session and deal with a number of procedural and substantive matters. The provisional agenda for the session is contained in document FCCC/CP/1999/1. A list of documents is provided in section II below;

(b) The subsidiary bodies will meet from the afternoon of Monday, 25 October until early in the second week. The bulk of the work of the session will be conducted in the subsidiary bodies, which will have the responsibility of developing draft decisions and conclusions for submission to the Conference for adoption.⁶ The provisional agendas for these sessions are also contained in document FCCC/CP/1999/1; annotations are contained in documents FCCC/SBSTA/1999/7 and FCCC/SBI/1999/9;

(c) Upon completion of the work of the subsidiary bodies, the Chairmen will be asked to report to the Conference on results achieved and on any outstanding issues. Should further work prove necessary on any given item after the subsidiary bodies have completed their work on it, the President of the Conference may decide to undertake consultations or delegate this responsibility to another member of the Bureau. Such consultations should conclude by the evening of Thursday, 4 November so that the Conference may close after the adoption of decisions in the afternoon of Friday, 5 November;

⁵ For decisions of the Conference of the Parties at its fourth session, see document FCCC/CP/1998/16/Add.1.

⁶ In cases where responsibility for a particular item is shared by both subsidiary bodies, it would be useful to consolidate different elements into a single draft decision, or for the bodies to work together from the start through a joint process. The subsidiary bodies may aim to complete work on items allocated to them separately by Monday 1 November, and to complete work on items allocated jointly by Wednesday 3 November.

(d) The high-level segment attended by ministers and other heads of delegation will take place from the afternoon of Tuesday, 2 November to the morning of Thursday, 4 November. Further information may be found under item (9);

(e) The Bureau of the COP will monitor and guide the work programme of the Conference and the subsidiary bodies, taking care to integrate and ensure consistency in their work;

(f) The scheduling of meetings during the session is based on the availability of conference servicing facilities during normal working hours. Given the heavy workload of the session, provision has been made for holding two simultaneous meetings, with full interpretation facilities, in the mornings and afternoons of the entire period when the subsidiary bodies are meeting, including Saturday, 30 October. It is also anticipated that either formal or informal meetings will be held every evening.⁷

15. **Action:** At its first meeting, the COP may wish to decide how it wishes to handle the substantive matters on its agenda. It may also wish to agree upon the proposed schedule of meetings, and encourage the subsidiary bodies to conclude their deliberations by a given date or dates.

<i>FCCC/CP/1999/1</i>	<i>Provisional agendas for the Conference of the Parties and its subsidiary bodies</i>
<i>FCCC/CP/1999/1/Add.1</i>	<i>Provisional agendas for the Conference of the Parties and its subsidiary bodies. Addendum. Annotations to the provisional agenda for the Conference of the Parties at its fifth session, including suggestions for the organization of work</i>
<i>FCCC/SBSTA/1999/7</i>	<i>Annotations to the provisional agenda of the Subsidiary Body for Scientific and Technological Advice at its eleventh session</i>
<i>FCCC/SBI/1999/9</i>	<i>Annotations to the provisional agenda of the Subsidiary Body for Implementation at its eleventh session</i>

⁷ The proliferation of contact groups has made the scheduling of each session progressively more complicated. Parties should bear in mind that minimizing the number of contact groups established at the session reduces the burden on Parties with small delegations. Alternative methods of developing decisions and conclusions may be used, namely discussion of texts at subsidiary body meetings, informal bilateral consultations and preparation of draft texts by the Chairman to facilitate consensus.

(g) Date and venue of the sixth session of the Conference of the Parties

16. **Background:** Draft rule 3 specifies that "the sessions of the Conference of the Parties shall take place at the seat of the secretariat, unless the Conference of the Parties decides otherwise or other appropriate arrangements are made by the secretariat in consultation with the Parties." Draft rule 4 states that "at each ordinary session, the Conference of the Parties shall decide on the date and duration of the next ordinary session." A decision on the date and place of COP 6 is therefore required at COP 5. The SBI has recommended that COP 5 accept the generous offer of the Kingdom of the Netherlands to host COP 6. A decision is to be made on the date (either 13-24 November 2000 or the spring of 2001).

17. **Action:** The COP will consider this sub-item upon receiving a report on the completion of work by the SBI, including any decisions recommended by it. For further information, please refer to the annotations to the provisional agenda of the SBI (FCCC/SB/1999/9; hereinafter referred to as the 'SBI annotations').

(h) Calendar of meetings of Convention bodies, 2000-2003

18. **Background:** In order to ensure that facilities and services may be booked in advance, as well as to assist Parties and the secretariat in their planning, a decision on the calendar of meetings for the years 2000 to 2003 needs to be taken by COP 5. A preliminary recommendation was made by the SBI at its tenth session (SBI 10).⁸

19. **Action:** The COP will consider this sub-item upon receiving a report on the completion of work by the SBI, including any decisions recommended by it. For further information, please refer to the SBI annotations (item 11 (c)).

(i) Adoption of the report on credentials

20. **Background:** Draft rule 19 specifies that the credentials of representatives of Parties, as well as the names of alternate representatives and advisers, shall be submitted not later than twenty-four hours after the opening of the session. Any later change in the composition of the delegation shall also be submitted to the secretariat. The credentials shall be issued either by the Head of State or Government or by the Minister of Foreign Affairs or, in the case of a regional economic integration organization, by the competent authority of that organization. In accordance with draft rule 20, the Bureau will be required to examine and report to the Conference on these credentials.

⁸ See document FCCC/SBI/1999/8, paragraph 65 (b).

21. **Action:** Based on the report of the Bureau, the Conference will be required to approve the credentials of the representatives of Parties attending the session. Representatives will be entitled to participate provisionally in the session, pending this decision.

FCCC/CP/1999/5	<i>Credentials of the representatives of Parties to the fifth session of the Conference of the Parties to the United Nations Framework Convention on Climate Change</i>
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3. Reports of subsidiary bodies

(a) **Report of the Subsidiary Body for Scientific and Technological Advice**

(b) **Report of the Subsidiary Body for Implementation**

22. **Background:** Article 7.2(j) of the Convention requires the Conference to review reports submitted by its subsidiary bodies and provide guidance to them. The COP will have before it the reports of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the SBI at their tenth sessions, held in June 1999.

23. **Action:** The Conference will be invited to take note of these reports at its first plenary meeting; the draft decisions recommended therein will be considered at the appropriate time under the relevant agenda items. At the end of the session, the COP will also receive and be invited to take note of the reports of the subsidiary bodies on their eleventh sessions and take action on their recommendations.

FCCC/SBSTA/1999/6	<i>Report of the Subsidiary Body for Scientific and Technological Advice on its tenth session, Bonn, 31 May - 11 June 1999</i>
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FCCC/SBI/1999/8	<i>Report of the Subsidiary Body for Implementation on its tenth session, Bonn, 31 May - 11 June 1999</i>
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4. Review of the implementation of commitments and of other provisions of the Convention

24. The COP will consider the following sub-items upon receiving reports on the completion of work by the subsidiary bodies, including any decisions they recommend.

(a) National communications from Parties included in Annex I to the Convention

25. **Action:** For further information, please refer to the annotations to the provisional agenda of the SBSTA (hereinafter referred to as the 'SBSTA annotations') and the SBI annotations (item 8).⁹

(b) National communications from Parties not included in Annex I to the Convention

26. **Action:** For further information, please refer to the SBI annotations (item 9).

(c) Report of the Global Environment Facility to the Conference

27. **Action:** The Global Environment Facility will submit its annual report to the Conference; the COP will consider the report upon receiving any decisions recommended by the SBI. For further information, please refer to the SBI annotations (item 10 (a)).

FCCC/CP/1999/3

Report of the Global Environment Facility to the fifth session of the Conference of the Parties to the United Nations Framework Convention on Climate Change

(d) Capacity-building

28. **Action:** For further information, please refer to the SBSTA and SBI annotations (item 7).

(e) Development and transfer of technologies (decision 4/CP.4)

29. **Action:** For further information, please refer to the SBSTA annotations (item 10).

(f) Implementation of Article 4, paragraphs 8 and 9, of the Convention (decision 3/CP.3 and Article 2, paragraph 3, and Article 3, paragraph 14, of the Kyoto Protocol)

30. **Action:** For further information, please refer to the SBSTA and SBI annotations (item 3).

(g) Activities implemented jointly under the pilot phase (decision 6/CP.4)

31. **Action:** For further information, please refer to the SBSTA and SBI annotations (item 5).

⁹ See documents FCCC/SBSTA/1999/7 and FCCC/SBI/1999/9, respectively.

(h) **Other matters referred to the COP by the subsidiary bodies at their eleventh sessions**

32. Any other matters considered by the subsidiary bodies requiring the attention of the COP will be taken up under this item.

5. Second review of the adequacy of Article 4.2(a) and (b) of the Convention

33. **Background:** Article 4.2(d) provides that a second review of Article 4.2, subparagraphs (a) and (b), shall take place not later than 31 December 1998. At COP 4, however, it "proved impossible to reach any agreed conclusions or decisions" on this matter.¹⁰ In accordance with draft rule 16,¹¹ the item has thus been placed on the agenda for COP 5.

34. In a letter transmitted to the Executive Secretary on 9 June 1999, the Alliance of Small Island States (AOSIS) requested that "as part of this review, and in light of Article 7.2 of the Convention" the COP should also review "the implementation of Article 4.2(a) and (b) of the Convention, with a view to taking the decisions necessary to promote the effective implementation of the Convention." AOSIS further requested that this review take place "on the basis of the first and second national communications submitted thus far by Annex I Parties, the analysis and synthesis of these communications, and any submissions made by Parties in time for COP 5".

35. **Action:** The COP may wish to hear statements on this sub-item at one of its plenary meetings, and then request the President to conduct informal consultations with a view to concluding deliberations on the item by the end of the session. Alternatively, the COP may wish to refer this item to the SBI.

<i>FCCC/CP/1998/11 and Add.1 and 2</i>	<i>Review of the implementation of commitments and of other provisions of the Convention. National communications from Parties included in Annex I to the Convention. Second compilation and synthesis of second national communications. Summary</i>
<i>FCCC/CP/1998/MISC.6 and Add. 1</i>	<i>Review of the implementation of commitments and of other provisions of the Convention. Second review of the adequacy of Article 4.2(a) and (b). Compilation of submissions by Parties</i>

¹⁰ See document FCCC/CP/1998/16, paragraph 64.

¹¹ This rule states that "any item of the agenda of an ordinary session, consideration of which has not been completed at the session, shall be included automatically in the agenda of the next ordinary session, unless otherwise decided by the Conference of the Parties."

FCCC/CP/1996/12 and Add.1 and 2	Second compilation and synthesis of first national communications from Annex I Parties
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6. Proposals to amend the lists in Annexes I and II to the Convention

**(a) Review of information and possible decisions under Article 4, paragraph 2(f):
proposals to remove Turkey from the lists in Annexes I and II**

36. **Background:** By its decision 15/CP.4, the COP recalled the discussions concerning the requests made by Pakistan and Azerbaijan at its third session for the deletion of the name of Turkey from the lists included in Annexes I and II to the Convention. It also took note of the new information submitted by Turkey, which is not yet a Party to the Convention, and decided to continue the review of the matter under Article 4.2(f) at its fifth session. The Executive Secretary was requested to place the matter on the agenda for COP 5 for further review. During the June 1999 meetings of the subsidiary bodies, the President of COP 4 held informal consultations with several delegations with a view to finding a solution and ascertained that the positions of delegations had not changed.

37. **Action:** The COP may wish to hear and consider any new proposals on the matter, and then invite the President to conduct informal consultations with a view to concluding deliberations on the item by the end of the session.

FCCC/CP/1997/MISC.3	Review of information and possible decisions under Article 4.2(f). Submission by Turkey
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FCCC/SBI/1997/15	Arrangements for intergovernmental meetings. Amendments to the Convention or its Annexes. Letters from the Islamic Republic of Pakistan, the Azerbaijan Republic, the Netherlands (on behalf of the European Community and its Member States) and Kuwait proposing amendments to the Convention or its Annexes ¹²
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(b) Amendment proposed by Kazakhstan: to add its name to the list in Annex I

38. **Background:** Article 15.1 provides that "any Party may propose amendments to the Convention"; Article 15.2 provides that "amendments to the Convention shall be adopted at an ordinary session of the Conference of the Parties. The text of any proposed amendment to the Convention shall be communicated to the Parties by the secretariat at least six months before the meeting at which it is proposed for adoption. The secretariat shall also communicate proposed amendments to the signatories to the Convention and, for information, to the Depositary."

¹² The proposals from the Netherlands and Kuwait have since been withdrawn.

Article 16 relates, *inter alia*, to the amendment of Annexes by application of the procedure set out in Article 15. In accordance with these provisions, Kazakhstan submitted a note dated 24 April 1999 proposing the inclusion of its name in the list of Parties included in Annex I to the Convention. This proposal was communicated to all Parties, signatories and, for information, to the Depositary, in a note verbale dated 3 May 1999. The proposal has also been made available in all official languages of the United Nations.

39. **Action:** The COP will be invited to consider the amendment proposed by Kazakhstan and to adopt any decision it considers necessary. If need be, the President may wish to undertake consultations to help ensure the completion of deliberations by the end of the session.

FCCC/CP/1999/2 Amendment to Annex I to the Convention. Proposal from the Republic of Kazakhstan to amend Annex I to the Convention

7. Preparations for the first session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (decision 8/CP.4)

40. The COP will consider the following sub-items upon receiving reports on the completion of work by the subsidiary bodies, including any decisions they recommend.

(a) Matters relating to land-use, land-use change and forestry

41. **Action:** For further information, please refer to the SBSTA annotations (item 9 (a)).

(b) Work programme on mechanisms (decision 7/CP.4)

42. **Action:** For further information, please refer to the SBSTA and SBI annotations (item 6).

(c) Procedures and mechanisms relating to compliance under the Kyoto Protocol

43. **Action:** For further information, please refer to the SBSTA and SBI annotations (item 4).

(d) Impact of single projects on emissions in the commitment period (decision 16/CP.4)

44. **Action:** For further information, please refer to the SBSTA annotations (item 9 (d)).

(e) **National systems, adjustments and guidelines under Articles 5, 7 and 8 of the Kyoto Protocol**

45. **Action:** For further information, please refer to the SBSTA annotations (item 9 (b)).

8. Administrative and financial matters

46. The COP will consider the following sub-items upon receiving reports on the completion of work by the SBI, including any decisions the SBI recommends.

(a) **Programme budget for the biennium 2000-2001**

47. **Action:** At its tenth session, the SBI agreed upon a draft decision to be submitted to the COP for adoption; before it may transmit this draft, however, SBI 11 must complete the sections dealing with the contingency items. For further information, please refer to the SBI annotations (item 12 (a)).

(b) **Income and budget performance in the biennium 1998-1999**

48. **Action:** For further information, please refer to the SBI annotations (item 12 (b)).

(c) **Arrangements for administrative support to the Convention**

49. **Action:** For further information, please refer to the SBI annotations (item 12 (c)).

(d) **Institutional linkage of the Convention secretariat to the United Nations**

50. **Background:** By its decision 14/CP.1,¹³ the COP decided to review the functioning of the institutional linkage of the Convention secretariat to the United Nations not later than 31 December 1999, in consultation with the Secretary-General of the United Nations, with a view to making such modifications as may be considered desirable by both parties. The United Nations General Assembly, by its resolution 50/115 of 20 December 1995, endorsed this institutional linkage and requested the Secretary-General to review the arrangements not later than 31 December 1999 in consultation with the COP, with a view to making such modifications as may be considered desirable by both parties, and to report thereon to the United Nations.

51. The SBI at its tenth session considered a note by the Executive Secretary¹⁴ in which he stated that the institutional linkage was working satisfactorily and was being adapted to changing circumstances. The SBI also took note of the expression of intent by the Secretary-General to

¹³ For decisions of the Conference of the Parties at its first session, see document FCCC/CP/1995/7/Add.1.

¹⁴ FCCC/SBI/1999/7.

seek the endorsement of the General Assembly at its fifty-fourth session for continuation of the institutional linkage. It consequently decided to recommend for adoption by COP 5 a draft decision stating that the institutional linkage of the Convention secretariat to the United Nations will be continued.¹⁵ It also requested the Executive Secretary to inform the Secretary-General of the United Nations of the contents of that draft decision, which include a request for appropriate action by the General Assembly at its fifty-fourth session. This has since been done.

52. **Action:** The Conference will be invited to adopt the draft decision recommended by SBI 10, taking into account editorial changes proposed by the secretariat. For further information on other matters which may be considered under this sub-item, please see the SBI annotations (item 12 (d)).

(e) **Implementation of the Headquarters Agreement**

53. **Action:** For further information, please refer to the SBI annotations (item 12 (e)).

*FCCC/SBI/1999/8 Report of the Subsidiary Body for Implementation on its tenth session,
Bonn, 31 May - 11 June 1999*

9. **High-level segment attended by ministers and other heads of delegation**

(a) **Opening of the high-level segment**

54. Following the recommendations of SBI 10,¹⁶ the high-level segment will be opened in the afternoon of Tuesday, 2 November.

(b) **Policy statements**

55. The rest of the afternoon and evening of Tuesday, 2 November will be reserved for ministers and other heads of delegation who wish to deliver brief policy statements. Full texts of the official statements will be circulated, if a sufficient number of copies is provided to the secretariat in the course of the session.

56. Given the number of Parties and the limited amount of time available for statements, it will be necessary for the Conference to limit the duration of each statement. The recommended time limit is three to four minutes. Statements on behalf of groups of Parties, where the other members of the group do not speak, are strongly encouraged.

¹⁵ See document FCCC/SBI/1999/8, annex I.

¹⁶ See document FCCC/SBI/1999/8, paragraph 64 (e).

57. The list of speakers will be open from Monday, 30 August¹⁷ to Friday, 8 October. Inquiries regarding this list may be sent to the Office of the Secretary of the Conference at the UNFCCC secretariat (telephone number (49-228) 815-1107; fax number (49-228) 815-1999; e-mail: secretariat@unfccc.de).

(c) Exchange of views among participants

58. The SBI at its tenth session recommended that the high-level segment should "provide for an exchange of views among ministers and other heads of delegation in plenary meetings in an open and transparent manner" from the morning of Wednesday, 3 November to midday on Thursday, 4 November.¹⁸ This exchange, which will not give rise to formal conclusions or recommendations, will be organized around two themes:

(a) Progress made in dealing with climate change: lessons and challenges; and

(b) The way forward: promoting implementation of the Buenos Aires Plan of Action and early entry into force of the Kyoto Protocol.

The first theme is expected to be taken up in the morning of Wednesday, 3 November, with the second to follow in the afternoon. Discussions will continue on the morning of Thursday, 4 November.

59. This portion of the high-level segment is not envisaged as a series of prepared statements, but as an exchange of views among ministers and other heads of delegation in a less formal environment. The President will make proposals for the organization of the exchange of views after consulting the Bureau.

10. Other statements

(a) Statements by observer States

(b) Statements by intergovernmental organizations

(c) Statements by non-governmental organizations

60. The representatives of observer States, intergovernmental organizations and non-governmental organizations will be invited to make statements to the COP on the morning of Tuesday, 2 November. The recommended time limit for all such statements is three to four

¹⁷ Submissions before this date cannot be accepted.

¹⁸ See document FCCC/SBI/1999/8, paragraph 63 (e).

minutes. Further information concerning the speakers' list for this item will be included in the notification to participants.

11. Other matters

61. Any other matters for the attention of the COP will be taken up under this item. One such item pertains to the proposed Multilateral Consultative Committee (MCC).

62. **Background:** The COP at its fourth session decided to review the outstanding issues which pertain to the constitution of the proposed MCC at its fifth session, with a view to adopting a multilateral consultative process (decision 10/CP.4). The COP also invited the President to conduct consultations on those issues during the inter-sessional period with the aim of identifying solutions. The consultations did not result in an agreement.

63. **Action:** The President may wish to request a member of the Bureau to conduct consultations on the outstanding issues and report to the Conference on the outcome.

12. Conclusion of the session

(a) Adoption of the report of the Conference of the Parties on its fifth session

64. **Background:** A draft report on the work of the session will be prepared for adoption by the COP at the end of its session.

65. **Action:** In accordance with established practice, the COP will be invited to adopt the draft report and authorize the Rapporteur to complete the final report after the session, with the guidance of the President and the assistance of the secretariat.

(b) Closure of the session

66. The President will declare the session closed.

II. LIST OF DOCUMENTS

Documents prepared for the Conference of the Parties

FCCC/CP/1999/1	Provisional agendas for the Conference of the Parties and its subsidiary bodies
FCCC/CP/1999/1/Add.1	Provisional agendas for the Conference of the Parties and its subsidiary bodies. Addendum. Annotations to the provisional agenda for the Conference of the Parties at its fifth session, including suggestions for the organization of work
FCCC/CP/1999/2	Amendment to Annex I to the Convention. Proposal from the Republic of Kazakhstan to amend Annex I to the Convention
FCCC/CP/1999/3	Report of the Global Environment Facility to the fifth session of the Conference of the Parties to the United Nations Framework Convention on Climate Change
FCCC/CP/1999/4	Organizational matters. Admission of organizations as observers. Admission of observers: intergovernmental and non-governmental organizations
FCCC/CP/1999/5	Credentials of the representatives of Parties to the fifth session of the Conference of the Parties to the United Nations Framework Convention on Climate Change
FCCC/CP/1999/INF.2	Status of ratification of the United Nations Framework Convention on Climate Change and the Kyoto Protocol

Other documents for the Conference of the Parties¹⁹

FCCC/CP/1995/7	Report of the Conference of the Parties on its first session, Berlin, 28 March - 7 April 1995. Part One: Proceedings
FCCC/CP/1995/7/Add.1	Report of the Conference of the Parties on its first session, Berlin, 28 March - 7 April 1995. Addendum. Part Two: Action taken by the Conference of the Parties at its first session

¹⁹ These documents will be available in limited quantities only in order to reduce the volume of documentation and to minimize paper consumption.

FCCC/CP/1996/2	Organizational matters: Adoption of the rules of procedure
FCCC/CP/1996/12 and Add.1 and 2	Second compilation and synthesis of first national communications from Annex I Parties
FCCC/CP/1996/15	Report of the Conference of the Parties on its second session, Geneva, 8-19 July 1996. Part One: Proceedings
FCCC/CP/1996/15/Add.1 and Corr.1	Report of the Conference of the Parties on its second session, Geneva, 8-19 July 1996. Addendum. Part Two: Action taken by the Conference of the Parties at its second session
FCCC/CP/1997/7	Report of the Conference of the Parties on its third session, Kyoto, 1-11 December 1997. Part One: Proceedings
FCCC/CP/1997/7/Add.1	Report of the Conference of the Parties on its third session, Kyoto, 1-11 December 1997. Addendum. Part Two: Action taken by the Conference of the Parties at its third session
FCCC/CP/1997/MISC.3	Review of information and possible decisions under Article 4.2(f). Submission by Turkey
FCCC/CP/1998/11 and Add.1 and 2	Review of the implementation of commitments and of other provisions of the Convention. National communications from Parties included in Annex I to the Convention. Second compilation and synthesis of second national communications. Summary
FCCC/CP/1998/16	Report of the Conference of the Parties on its fourth session, Buenos Aires, 2-14 November 1998. Part One: Proceedings
FCCC/CP/1998/16/Add.1	Report of the Conference of the Parties on its fourth session, Buenos Aires, 2-14 November 1998. Addendum. Part Two: Action taken by the Conference of the Parties at its fourth session
FCCC/CP/1998/MISC.6 and Add. 1	Review of the implementation of commitments and of other provisions of the Convention. Second review of the adequacy of Article 4.2(a) and (b). Compilation of submissions by Parties